

GLOSSARY OF TERMS, ABBREVIATIONS AND ACRONYMS

A

Affiliated Volunteers:

Usually individuals associated with and trained by a host agency prior to a disaster.

Agency:

A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assessing or cooperating (providing resources or other assistance).

Agency Representative:

A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Aircraft Accident:

Any occurrence associated with the operation of an aircraft that takes place between the time a person boards the aircraft with the intention of flight and the time such person has disembarked, in which a person suffers death or serious injury as a result of the occurrence or in which the aircraft receives substantial damage.

Aircraft Incident:

Any occurrence associated with the operation of an aircraft that is not considered an aircraft accident, as defined above.

Aircraft Operator:

A person, organization or enterprise engaged in or offering to engage in aircraft operations.

Airport Emergency Plan:

A document that describes how people and property will be protected in disaster and disaster threat situations; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available for use in the disaster; and outlines how all actions will be coordinated.

Airside:

The movement area of an airport, adjacent terrain, and buildings or portions thereof, to which access is controlled.

ALS

Advance Life Support

American Red Cross (ARC):

A humanitarian organization, led by volunteers, that provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

Area Command (Unified Area Command):

An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Assessment:

The evaluation and interpretation of measurements and other information to provide a basis of decision-making.

Assignments:

Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

Assistant:

Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

Assisting Agency:

An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Available Resources:

Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

B

Biological Agents:

Living organisms or materials derived from them that cause disease, harm humans, animals, or plants, or deteriorate materials.

Branch:

The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

C

CBRNE — Chemical, Biological, Radiological, Nuclear or Explosive device

Chain of Command:

A series of command, control, executive, or management positions in hierarchical order of authority.

Check-In:

The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.

Chicago Airport System

The Chicago Airport System is comprised of two major airports, Chicago O'Hare and Midway International. The airports are owned and operated by the City of Chicago. The Department of Aviation is responsible for the management, planning, design, operation and maintenance of O'Hare and Midway.

Chief:

The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

CHEMTREC - Chemical Transportation Emergency Center

Chemical Agents:

A chemical substance intended to kill, severely injure, or incapacitate people through psychological effects.

Command:

The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff

In an incident management organization, the Command Staff consists of the Incident Commander and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Common Operating Picture:

A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.

Communications Unit:

An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

Community:

A political entity, which has the authority to adopt and enforce laws and ordinances for the area under its jurisdiction. In most cases, the community is an incorporated town, city, township, village, or unincorporated area of a county. However, each state defines its own political subdivisions and forms of government.

Contamination:

The undesirable deposition of a chemical, biological, or radiological material on the surface of structures, areas, objects, or people.

Contingency:

For more effective planning, a construct that groups similar hazards and activities related to possible incidents.

Cooperating Agency:

An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

Coordinate:

To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Cyber Terrorism:

"Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures... in order to intimidate or coerce a government or civilian population in furtherance of political or social objectives.

Chief Executive Officer - The county commission or county supervisor or the mayor or other manager of the executive affairs of any city, town, village or large city department.

D

Damage Assessment:

The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and the status of key facilities and services, such as runways, taxiways, navigational aids, control tower, water and sanitation systems, communications networks, utilities, and other infrastructure networks resulting from a man-made or natural disaster.

Debris Management:

A coordinated effort necessary for the removal, collection and disposal of debris generated from a large event.

Decontamination:

The reduction or removal of a chemical, biological, or radiological material from the surface of a structure, area, object, or person.

Deputy:

A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.

Direction and Control Staff:

Comprised of the functional coordinators found in each annex of this plan. The Direction and Control Staff are members of the overall EOC staff.

Disaster - For the purpose of the plan, a disaster can be described as any type situation that endangers life and property to a degree that a concentrated effort of emergency services be coordinated on a large scale to contain the situation. Examples would be tornados, floods, explosions, earthquakes, or large scale civil disobedience.

Disaster Volunteering: Refers to all volunteer activities performed during any of the four phases of the emergency management (Mitigation, Preparedness, Response or Recovery).

Dispatch:

The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

Division:

The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

DOC

Department Operations Center

DRC - Disaster Recovery Center:

Place where disaster victims can come and find out what types of assistance are available to them. These centers will be manned by local, state, and federal agencies and organizations.

E

EAS - Emergency Alert System:

A communication and warning system set by the federal government in order for emergency messages to be broadcast via radio and TV stations.

EMAC

Emergency Management Assistance Compact

Emergency:

Absent A Presidentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Operations Center (EOC):

A protected site from which emergency officials coordinate, monitor, and direct emergency response activities during an emergency. For purposes of this plan, all references to an EOC are to infer the City of Chicago, Office of Emergency Management and Communications unless otherwise specifically stated. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction.

EOP - Emergency Operations Plan

The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

EPI - Emergency Public Information

Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

Emergency Response Provider:

Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response personnel, agencies, and authorities. See Section 2(6), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

Evacuation:

Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Event:

A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures or facilities; train personnel in emergency response duties, and demonstrate operational capability. There are three specific types of exercises: Tabletop, Functional, and Full Scale.

F

FEMA - Federal Emergency Management Agency: An agency established in 1979 which consolidated emergency agencies and functions into one organization.

Flood:

A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal water, unusual or rapid accumulation or runoff of surface waters, or mudslides, mudflows caused by accumulation of water.

FOG

Field Operations Guide

Function:

Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

Functional Area:

A major grouping of functions and tasks that agencies perform to carry out awareness, prevention, preparedness, response, and recovery activities.

G

General Staff:

A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

GIS

Geographic Information System

Group:

Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section.

H

Hazard:

Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazard Analysis: The process of identifying the potential hazards that could affect the jurisdiction and determine the probable impact each of these hazards could have on people and property.

Hazard Mitigation:

Any action taken to reduce or eliminate the long-term risk to human life and property from hazards. The term is sometimes used in a stricter sense to mean cost-effective measures to reduce the potential for damage to a facility or facilities from a disaster event.

HAZMAT (Hazardous Material)

Any substance or material that when involved in an accident and released in sufficient quantities, poses a risk to people's health, safety, and/or property. These substances and materials include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.

Hazardous Substances:

Any substance or mixture of substances that presents a danger to public health, public safety, or the environment.

HSPD-5

Homeland Security Presidential Directive-S

Illinois Emergency Management Agency (IEMA):

Prepares and maintains state emergency operations plan, the state EOC and assists local government in developing and maintenance of their operations plans and centers. It is also responsible for radiological support, damage assessment and emergency public information.

Incident:

An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Action Plan (IAP):

An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Command Post (ICP):

The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

Incident Commander (IC):

The individual who is responsible for the management of available personnel and equipment to achieve the maximum benefit in the efficient, effective, and safe mitigation of an emergency. This person is responsible for all aspects of an emergency response; including quickly developing incident objectives, managing all incident operations, application of resources as well as responsibility for all persons involved. The Incident Commander sets priorities and defines the organization of the incident response teams and the overall Incident Action Plan.

Incident Command System (ICS):

A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private to organize field-level incident management operations.

Incident Management Center (IMC)

The City of Chicago, Department of Aviation controls incident operations from the Incident Management Centers (IMC) located in Building 850 at O'Hare and from the IMC located in the AMC Facility at Midway hereafter designated as the primary locations from which to manage all aviation related incidents at those airports.

Incident Management Team (IMT):

The tactical IC and appropriate Command and General Staff personnel assigned to an Incident.

Incident Objectives:

Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Initial Action:

The actions taken by those responders first to arrive at an incident site.

Initial Response:

Resources initially committed to an incident.

Intelligence Officer:

The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

J

Joint Information Center (JIC):

A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public Information officials from all participating agencies should collocate at the JIC.

Joint Information System (JIS):

Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Jurisdiction:

A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

3

K

3

3

L

LEPC

Local Emergency Planning Committee

Liaison:

A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer (LNO):

A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Government:

A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government.

Logistics:

Providing resources and other services to support incident management.

Logistics Section:

The section responsible for providing facilities, services, and material support for the incident.

M

Major Disaster:

As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objective:

A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes (1) establishing overarching objectives; (2) developing and issuing assignments, plans, procedures, and protocols; (3) establishing specific, measurable objectives for various incident management functional activities and (4) directing efforts to fulfill them, in support of defined objectives.

Midway Communications Center (MCC):

The Midway Communications Center designated to control radio traffic to and from and to carry out specific orders and instructions of, the Incident Commander (IC)

Mobilization

The process and procedures used by all organizations for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

Multi-Agency Coordination Entity:

A multi-agency coordination entity functions within a broader Multi-Agency Coordination System. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-Agency Coordination System

Multiagency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multiagency Coordination Systems include facilities, equipment, emergency operation centers (EOC), specific multi-agency coordination entities, personnel procedures, and communications. These systems assist agencies to fully integrate the subsystems of the NIMS.

Multi-jurisdictional Incident:

An incident requiring action from multiple agencies such as shared resources or facilities during an incident. In ICS, these incidents will be managed under Unified Command.

Mutual Aid Agreement

Written agreement between agencies and/or jurisdictions that they will assist one another or request, by furnishing personnel, equipment and/or expertise in a specified manner.

Mutual Aid:

Reciprocal assistance by emergency services under a predetermined plan.

N

National:

Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

National Disaster Medical System (NDMS):

A cooperative, asset-sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

National Incident Management System: (NIMS)

A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

National Response Plan:

A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

NAWAS - National Warning System

NBC

Nuclear, Biological, or Chemical

NERRTC

National Emergency Response and Rescue Training Center

Nongovernmental Organization (NGO):

An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

NRP

National Response Plan

O'Hare Communications Center (OCC):

The O'Hare Communications Center designated to control radio traffic to and from and to carry out specific orders and instructions of, the Incident Commander (IC)

Operational Period:

The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operations periods can be of various lengths, although usually not over 24 hours.

Operations Section:

The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

P

Personnel Accountability:

The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

Planning Meeting:

A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section:

Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

POLREP

Pollution Report

Preparedness:

The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and the private-sector and non-governmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

Preparedness Organizations:

The groups and forum that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

Prevention:

Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to arrange of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Private Sector:

Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

Processes:

Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

PIO - Public Information Officer:

A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Publications Management:

The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

PVO

Private Voluntary Organizations

Q

Qualified Personnel

Personnel who have obtained law enforcement, fire-fighting or emergency management certification standards or incident management support team personnel who have successfully completed NIMS training as mandated by their governing jurisdiction.

R

R&D

Research and Development

Radiation (Nuclear):

High-energy particles or gamma rays emitted by an atom undergoing radioactive decay. Emitted particles can be charged alpha or beta particles or neutral neutrons.

Reception Area:

This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Recovery:

The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recovery Plan:

A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

Resources:

Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Management:

Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

Resources Unit:

Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident and anticipated resource needs.

Response:

Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet the basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

S

Safety Officer:

A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section:

The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

Security Breach:

An external act that bypasses or contravenes security policies, practices, or procedures. A Security Breach may require a controlled or partial evacuation of one or more segments of a terminal building.

SITREP

Situation Report

Span of Control:

The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Staging Area:

A pre-arranged, strategically placed area where support response personnel, vehicles, and other equipment can be held in readiness for use during an emergency.

SOG - Standard Operating Guidelines:

A ready and continuous reference to those procedures which are unique to a situation and which are used for accomplishing specialized functions.

Stakeholder:

a person, group, organization, or system who affects or can be affected by an organization's actions

Standard Operating Procedure (SOP):

A set of instructions constituting a directive, covering those features of operations which lend themselves to a definite, systematic process of accomplishment. SOPs supplement AEPs by detailing and specifying how tasks assigned in the AEP are to be carried out.

Strategic:

Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

Strike Team:

A set number of resources of the same kind and type that have an established minimum number of personnel.

Strategy:

The general direction selected to accomplish incident objectives set by the IC.

Supporting Technologies: Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

Safeguarding Vital Records:

Measures by government that protect vital records the government must have to continue functioning during emergency conditions and to protect the rights and interests of citizens during and after the emergency.

Succession:

The process established to list the order, line, or interim personnel entitled to succeed - one another under emergency conditions.

T

Task Force:

Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technical Assistance:

Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

Terrorism:

The use of, or threatened use of, criminal violence against civilians or civilian infrastructure to achieve political ends through fear and intimidation, rather than direct confrontation. Emergency management is typically concerned with the consequences of terrorist acts directed against large numbers of people. Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2(15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 213

Tornado:

A local atmospheric storm, generally of short duration, formed by winds rotating at very high speeds, usually in a counter-clockwise direction. The vortex, up to several hundred yards wide, is visible to the observer as a whirlpool-like column of winds rotating about a hollow cavity or funnel. Winds may reach 300 miles per hour or higher.

Threat:

An indication of possible violence, harm, or danger.

Tribal:

Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act

Type

A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualification.

U

Unaffiliated or Spontaneous Volunteers:

Individuals or groups that arrive unsolicited at the scene of a disaster. They may or may not be a resident of the affected community. They may or may not possess skills necessary to respond to the current disaster. Also, they usually are not associated with any part of the existing emergency management system.

Unified Command (UC):

An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

Unified Area Command:

A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

Unit:

The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command:

The concept by which each person within an organization responds to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective. -

US&R

Urban Search and Rescue

V

Voluntary Agencies:

Organizations that utilize affiliated and often spontaneous volunteers to deliver disaster services.

Volunteer:

For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101. -

W

Weather Warning:

The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects that specific hazards may cause. A warning issued by the National Weather Service (e.g. severe storm warning, tornado warning, tropical storm warning) for a defined area indicates that the particular type of severe weather is imminent in that area.

Weather Watch:

Indication by the National Weather Service that, in a defined area, conditions are favorable for the specified type of severe weather (e.g. flash flood watch, severe thunderstorm watch, tornado watch, tropical storm watch).

WMD

Weapons of Mass Destruction

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